El Templates

As of 5/9/2011

Holds	
Holus	List of patrons with unfilled holds by pick up library and hold placement date
	range. Display of pickup library, title, author, patron barcode, patron name,
Unfilled Holds(test)	hold type, and hold placement date.
Offililed Holds(test)	Determines cancelled holds from previous day. This report will also include
Cloops Holds Shalf HMMDI (slope)	staff cancelled holds.
Cleans Holds Shelf - HMMPL (clone) Idle Holds	Holds older than given date that remain unfilled.
idle noids	Count of unfilled holds on titles by pick up library. Display of pickup library,
Hold Based Purchase Alert New	title, author, number of holds, number of copies library owns, and date first
Hold Based Purchase Alert New	Count of filled holds on titles by pick up library. Display of pickup library,
Hold count by date range	number of holds without canceled holds.
Tiold Count by date range	List of patrons with unfilled holds by pick up library and hold capture date
	range. Display of pickup library, title, author, patron barcode, patron name,
Stale Hold Penert (ESI version)	hold type, and hold placement date.
Stale Hold Report (ESI version)	Holds older than given date that remain unfilled. Checks Capture , Fulfillment,
Idle Holds - Filters Added	Hold Cancel and Hold Expire date fields to ensure they are null.
idle Holds - Filters Added	noid Cancer and hold Expire date fields to ensure they are fidil.
Customer	
Count of New Users by Date,	A count of new users registered within a given date range. Filter by home
Permission Profile	library, between dates.
	Report for patrons who request to know what they have recently checked out
Patron requested checkout history -	from the library. Added first value transform on title and authro fields to ensure
No Duplicate Rows	duplicates removed
Tro Dupineace Nows	List of Users at selected libraries, broken down by Profile Group, Library Card,
List Users by Profile Group	Name, Address and Expiration Date.
Count of new library cards by profile.	List of new card per specified date range.
Total Users by Library	Count of Users at selected libraries.
7.5.6 5.5 5.7 2	Report of all patrons with names and mailing addresses for mailing label
Patron Mailing Addresses	creation. Filter by "home library" Organizational Unit ID
B. Waller	This report will show all items that are currently with a fine stop reason of
Aged Claims Returned using Circ	"CLAIMSRETURNED" and a check in date and time of null. The output is org
source. Corrected to work right	name, call number, title of item, item barcode, shelving location, copy status,
HMMPL	last edited timestamp, first and last name of customer last holding item and
	A list of items chosen by owning library, Item copy status, multiple fine stop
List of items chosen by owning library,	reasons. Output is library name, call number, title, item barcode, shelving
Item copy status, Multiple fine stop	location, status, lasted edited date, customer first and last name, customer
reasons	barcode. Commonly used for Claims returned
	Report for patrons who request to know what they have recently checked out
Patron requested checkout history	from the library.
Inactive Patrons	Patron Name, Barcode listing for those with "Inactive" flag set.
Patron Barcode Range	Listing of all barcodes in use by patrons, filtered by library
11 211 221 22 101.00	For use only by Franklin County Public Library on the Legacy User Cat 2
	Statistical Category. May be used as an example for other libraries wishing to
Count of patrons by Township Stat Cat	report on statistical categories.
Library Email Distribution List	CSV format can be used for import into Outlook, Gmail, etc.
Liviary Linen Distribution List	1 con to the control and the c

Expired Patrons by Date Range	Patron Name, Barcode listing for those with Expired Dates
Patrons with greater than 3 claims	A listing of patron barcodes with more than 3 claimed returned items. Filter by
returned items	home library.
Item Records	
List of "Claims Returned" items with	Listing of all items marked "Claims Returned" and the patron who claimed the
claiming patron	item returned
	List of items by status (lost, missing, damaged and Bindry) with home shelving
Daily list of out-of-circ items	locations, notes and ISBN. This is run daily.
Monthly Items Added by Circ Modifier	Count of Items added at selected libraries by month, broken down by Circ Mod.
	List items with total use count filtered by library, creation date, shelving
Adult Materials Usage Report	location and on and before a selected date. This is for use counts circulated
(HMMPL)	from Evergreen and SIRSI.
Monthly Items Added by Shelving	Count of Items added at selected libraries by month, broken down by shelving
List of Items with a Total Use Count by	List items with total use count filtered by library, creation date, shelving
Item Creation Date and legacy SIRSI	location and on and before a selected date. This is for use counts circulated
counts (HMMPL)	from Evergreen and SIRSI.
List of Items with a Total Use Count by	List items with total use count filtered by library, creation date, shelving
Item Creation Date and legacy SIRSI	location, under a selected number of cirrs and on and before a selected date.
counts limited by number of circs	This is for use counts circulated from Evergreen and SIRSI.
List item with a Total Use Count by	List items with total use count filtered by library, creation date, shelving
Item Creation Date by entering the	location, on and before a selected date selected by barcode. This is for use
barcode of the item HMMPL	counts circulated from Evergreen and SIRSI
	Listing of all items by copy status with filter on Copy Location and
	status. Available, Bindery, Cataloging, Checked out, Damaged, Discard/Weed,
List of items by copy status and	ILL, In process, In transit, Lost, Missing, On holds shelf, On order, Reference,
locations	Reserves, Reshelving, Temporarily Unavailable
	List of Items by deleted after X days ago. Display of library, deletion date, title,
List of Items Deleted in the last X days	author, call number, barcode and circ modifier
,	List of Items by added after X days ago. Display of library, deletion date, title,
List of Items added in the last X days	author, call number, barcode, status. location and circ modifier
Items received for hold by Date	Count of Items received to other libraries to fulfill a hold by date.
Items transited to other libraries for	Count of Items transited to other libraries to fulfill a hold by date.
Total Items Count by Library	Count of total items at selected library
List item with a Total Use Count by	List items with total use count filtered by library, creation date, shelving
Item Creation Date by entering the	location, on and before a selected date selected by multi-barcode. This is for
multi-barcode of the item HMMP	use counts circulated from Evergreen and SIRSI
	Listing of all items by copy status, circ modifier and copy location; with filter on
List of items by copy status, circ	Copy Location and status. Display is Status, Title, Author, Barcode, Call Number,
modifier, locations and stat categories	Circulation Mod, Shelf Location, creation date, last edited date, publisher and
Daily list of out-of-circ items without	List of items by status (lost, missing, damaged and Bindry) with home shelving
deleted items	locations, notes and ISBN. This is run daily.
List item with a Total Use Count by	List items with total use count filtered by library, circ mod, creation date,
Item Creation Date by entering the	shelving location, on and before a selected date selected by barcode. This is for
barcode of the item HMMPL W/Circ	use counts circulated from Evergreen and SIRSI
Count of Items added in the last X	Count of Items by added in the last X months. Display of library, circ modifier
months	and count.
Count of Items Deleted in the last X	Count of Items by deleted after X days ago. Display of library, circ modifier
Count of Items Defeted III the last A	Legant of items by defected after A days ago. Display of library, circ modifier

shelving location, on and before a selected date selected by barcode. This is for use counts Circulated from Evergreen and SIRS1 List of items by copy status, circ modifier and copy location; with filter on Copy Location and status. Available, Bindery, Cataloging, Checked out, Damaged, Discard/Weed, ILL, in process, In transit, Lost, Missing, On holds shelf, On order, Reference, Reserves, Reshelving, Temporarily Unavailable List of items by copy status and locations shelf, on order, Reference, Reserves, Eashelving, Temporarily Unavailable Listing of Items added between chosen Listing of Items by status (locations, circ modifier, notes and ISBN. This is run daily. List of items by status (locations, circ modifier, notes and ISBN. This is run daily. List of items by status (locations, circ modifier, notes and ISBN. This is run daily. List of items by status with filter on Copy Location and status. Available, Bindery, Cataloging, Checked out, Damaged, Discard/Weed, ILL, in process, In transit, Lost, Missing, On holds shelf, On order, Reference, Reserves, locations - filter deleted Listing of all items by copy status with filter on Copy Location and status. Available, Bindery, Cataloging, Checked out, Damaged, Discard/Weed, ILL, in process, In transit, Lost, Missing, On holds shelf, On order, Reference, Reserves, Reshelving, Temporarily Unavailable Listing of all items by copy status with filter on Copy Location and status. Available, Bindery, Cataloging, Checked out, Damaged, Discard/Weed, ILL, in process, In transit, Lost, Missing, On holds shelf, On order, Reference, Reserves, Reshelving, Temporarily Unavailable Listing of Ill items by copy status with filter on Copy Location and status. Available, Bindery, Cataloging, Checked out, Damaged, Discard/Weed, ILL, in process, In transit, Lost, Missing, On holds shelf, On order, Reference, Reserves, Reshelving, Temporarily Unavailable List of Items by copy status with filter on Copy Location and Status. Available, Bindery, Cataloging, Checked out, Damaged, Discar	_	
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Libraries (2010-11-22) Monthly circulation counts of items owned by one library, and circulated owned owned by one library, and circulated owned o	Shelving Location and Owning Library	
Monthly circulation counts of items owned by one library, and circulated owned owned by one library, and circulated owned owned by one library, and circulated owned	Non Cataloged Circulation for EI	Select the library and the date range. See the number of circulations by type at
owned by one library, and circulated number of circs, and shelving locations. Filtered by checkout date, owning	Libraries (2010-11-22)	·
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elsewhere shows circulating library library and circulating library.	owned by one library, and circulated	number of circs, and shelving locations. Filtered by checkout date, owning
	elsewhere shows circulating library	library and circulating library.

Ducal day, a faire dations by salacted times moving. Filters by sheetings and
Breakdown of circulations by selected time period. Filters by checkout date and
circulating library. Does not include intra-system transits (branch-to-branch).
Count of circulations at selected libraries by month, broken down by circ
modifier and Shelving Location.
Count of circulations grouped by patron profile group on a monthly basis.
Count of circulations at selected libraries by month.
Count of circulations at selected libraries by month, broken down by circ
Count of circulations at selected libraries by month, broken down by circ
modifier and Shelving Location.
Count of circulations at selected libraries by selected date.
Count of items out by patron barcode, Patron Home Library, Circulating Library.
Filtered by Library Org Unit. (CSV Output Reccomended)
Count of circulations at selected libraries by month by profilePLAC and Zip.
Count of circulations at selected libraries by day, broken down by circ modifier
and Shelving Location.
Listing of item titles, barcodes and call numbers along with patron who claims
item was returned between a given date range.
Count of checkouts for a user supplied barcode.
Count of in house non cataloged circulations by type. Filter by circulating
library. Lists counts for all non cataloged types with > 1 circulation.
Breakdown of circulations by the day of the week. Includes a checkout date
filter and circulating library filter.
Count of circulations grouped by patron profile group on a monthly basis.
A count of in house uses, grouped by copy location.
Breakdown of circulations by the day of the week. Includes a checkout date
filter, copy location filter, and circulating library filter.
Breakdown of circulations by the day of the week. Includes a checkout date
filter and circulating library filter.
Count of all items with filter status to be used for inventory.
Listing of all items by copy status, circ modifier and copy location; with filter on
Copy Location and status. Display is Status, Title, Author, Barcode, Call Number,
Circulation Mod, Shelf Location, SIRSI-Evergreen total, creation date, last edited
date, publisher and Pub Date Available, Bindery, Cataloging, Checked out,
Damaged, Discard/Weed, ILL, In process, In transit, Lost, Missing, On holds
shelf, On order, Reference, Reserves, Reshelving, Temporarily Unavailable
Listing of all items by copy status, circ modifier and copy location; with filter on
Copy Location and status. Display is Status, Title, Author, Barcode, Call Number,
Circulation Mod, Shelf Location, SIRSI-Evergreen total, creation date and last
edited date Available, Bindery, Cataloging, Checked out, Damaged,
Discard/Weed, ILL, In process, In transit, Lost, Missing, On holds shelf, On order,
Reference, Reserves, Reshelving, Temporarily Unavailable
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Count of all items by copy status with filter status to be used for inventory.
Count of all items by copy status with filter status to be used for inventory. Listing of all items by copy status, circ modifier and copy location; with filter on
Count of all items by copy status with filter status to be used for inventory. Listing of all items by copy status, circ modifier and copy location; with filter on Copy Location and status. Display is Status, Title, Author, Barcode, Call Number,

Weekly Circ by Circulation Modifier and	Count of circulations at selected libraries by week, broken down by circ
·	· · · · · · · · · · · · · · · · · · ·
Shelving Location	modifier and shelving Location.
Items to weed by circ modifier, last	A listing of items due for weeding. Filter by circ modifier and last checkout
checkout	date. Enter "minimum" last checkout date in YYYY-MM-DD format.
Annual Report Templates	
Q10 - 13 Registered patrons for annual	Q10 - 13 Registered patrons resident, non-resident, recip borrower, PLAC,
Q10 13 Registered patrons for annual	Q 57 a-b - Circ count by shelving location. Sort by shelving location to separate
Q 57 a-b - Circ count by shelving	# of circulations of children's materials. NOTE: This report includes the shelving
location	locations as named by other El libraries.
location	Count of circulations at selected libraries by Time Range by profile PLAC and Zip
Q117 PLAC loans	includes alert message
Q58a-f Holdings	Count of items at selected library by circ mod
Q164a-e - Circ count by material type	Count of items at selected library by the mod
(audio, video, book, magazine, other)	Q164a-e - Circ count by material type (audio, video, book, magazine, other)
(laudio, video, book, magazine, other)	Q104a-e - Circ count by material type (addio, video, book, magazine, other)
Collection Agency	
Long Overdues Greater Than so many	Used for looking at the items check out greater than some number of days
Long Overdues "Between" dates and	Used for creating 28 and 45 day overdue mail merge
Long Overdues Greater Than so many	
days and Circulating Library shelving	Used for looking at the items check out greater than some number of days
Collections Report - Mooresville	Customized collections report for MVPLM requested by Lori Becker
Transits	
	A report to locate items that are currently in transit, where they are at the time
	of reporting, and an anticipated due date on the current open circulation.
Where are my items? (Revision 4)	Filters items with "available" status.
Transit Count (Outbound)	A count of transits FROM a particular library during a given date period
Transit Count (Inbound)	A count of transits TO a particular library during a given date period
Stat Cat	
Patrons by Township Statistical	Custom report for West Lebanon Public Library. Lists names by township, lists
Category for West Lebanon	record creation date
Patrons by Township Statistical	Custom report for Butler Public Library. Lists names by township
	List items with total use count filtered by library, is deleted and Stat Cat ID.
Stat Cat Search HMMPL	This is for use counts circulated from Evergreen and SIRSI
Circulations by Township Statistical	Custom report for Butler Public Library. May be suitable as an EXAMPLE for
Category	creating similar reports.
Customized Branch Specific Templates	
Count of Non-cataloged Circulations	Filter by date Non-cat Item Type Owning Library
	Filter by date, Non-cat Item Type, Owning Library Count of circulations grouped by patron and circ modifier on a monthly basis.
Count of circulations by patron profile, Patrons by Township Statistical	Custom report for Flora-Monroe Twp. Public Library Lists names by township.
•	
Category for Flora-Monroe Twp. Public	Also includes patrons' addresses and record creation dates.
WWPLW - Circ's by Home Library	Count of circulations for each entry in the Hamilton County Libraries for a given
Statistical Category with location	time period.
GDCPLG Overdue Call List - Paper	A recurring report listing all overdue items at a particular library with relevant
reduction (one day - relative)	patron/item information. (Daily, with patron info first)
WWPLW - Circ's by Home Library	Count of circulations for each entry in the Hamilton County Libraries for a given
Statistical Category	time period.

	A count of checkins for a particular org unit with a due date less than some
MVPLM Amnesty Counts	date, and a checkin time between a given amnesty period.
PTPLP Local newsletter preference	A listing of patrons along with their newsletter preference
BZPLB - Circulations by month, shelving	Count of circulations at selected libraries by month and shelving location.
location	Select 1 or multiple shelving locations.
Telephone Reports	
Count of Outbound Calls (revised)	A count of outbound calls for a given date range, at a particular library
Count of Outbound Calls Monthly stats	A count of outbound calls for a given date range, at a particular library
List of Calls (revised)	A list of calls for a particular day and library, with patron information
	A listing of failed calls, along with patron information, for a particular library on
Failed Calls (Revised v3)	a given date